

To: Barnes, Edlynzia[Barnes.Edlynzia@epa.gov]; Schardt, James[schardt.james@epa.gov]
Cc: Torchia, Carla (EC)[carla.torchia@canada.ca]; Robertson, Linda (EC)[linda.robertson@canada.ca]
From: Kumar, Ashij (EC)
Sent: Thur 8/25/2016 1:45:12 PM
Subject: Aug 25 Staff Secretariat Call discussion items
PRP Infographic (DRAFT ak).docx

Here are 'couple' things we can talk about:

Bnet postings

- CC Science Report post – need Chris / Jamie's ok to post; need translation of 2 headers in the Ex Summary which will be done ~Aug 29 when Diane is back and then can post
- AIS EDRR Initiative Post – still needed from Gavin
- Dec 2015 GLEC meeting summary – waiting for French; can Eda post once available?
- May need to quickly go through bnet to ensure other critical things "up-to-date" prior Forum e.g., Implementation at a Glance needs updating
- Posts with images that will be associated with the PRP and Priorities need to be drafted

June 2015 GLEC action items

- ~~Secretariat make GLEC presentations available on SharePoint - done~~
- ~~Annex 1 AOC to distribute situation analysis report to GLEC members and AIR guidance – done (sent to CDN GLEC)~~
- Annex 2 to post lamp following co-chair approval and Nearshore Framework to be reviewed and finalized following comment period as necessary
- Distribute the June 2016 GLEC draft meeting summary – *awaiting EPA draft*
- ~~Post the Groundwater Final Report - done~~
- ~~Progress Report of the Parties input from GLEC Members and Observers by June 10 - done~~
- ~~Priorities for Science and Action input from GLEC Members and Observers by June 30 - done~~
- ~~Submit preference for dates of Dec 2016 GLEC to Secretariat - done~~

Summit meeting

- At June 2016 Parties-Commissions meeting discussed moving it to the sidelines of the IJC Semi-Annual Meeting; Plan B was a videoconference.
- Email to Commissions confirming meeting at IJC Semi-Annual (week of Oct 24th in Ottawa) and solicit discussion topics? [Drafted something with Carla]

Forum

- Start Co-Chair speaking points for agenda sessions – break out Mike vs Cam's roles so each side can start drafting
- ECCC not able to fund broadcasting of the Forum

- Co-Leads ppt's due Aug 31 – seen / heard only from few (A2, A4, A8, A9)

PRP

- PRP being sent to DM and Minister for approval/info
- Likely off timetable to post on Sept 12
- Translation initiated – should get prior to Sep 9th; will require translation of further changes; ECCC will need to set aside time to create French PRP using formatted Word template (?)
- Working with ECCC Comms to possibly develop PRP public-friendly piece – this will be dependent on ECCC Comms workload so may not be doable,

Priorities

- Need revised drafts from co-leads which are supposed to come Aug 31 and need to set aside time to review/get Co-Chairs review

From: Barnes, Edlynzia [<mailto:Barnes.Edlynzia@epa.gov>]

Sent: August 18, 2016 12:24 PM

To: Kumar, Ashij (EC)

Cc: Schardt, James

Subject: RE: Staff Secretariat Call

Ok. I think it's a great idea to have calls weekly up until the forum. However, Jamie and Chris will be out next week so she can decide if she wants to convene those calls beginning the week of August 29th. If not, it'll just be myself that's available.

BTW, do you all have a special invitation letter that you sent for the Forum?

From: Kumar, Ashij (EC) [<mailto:ashij.kumar@canada.ca>]

Sent: Thursday, August 18, 2016 11:05 AM

To: Barnes, Edlynzia <Barnes.Edlynzia@epa.gov>

Cc: Schardt, James <schardt.james@epa.gov>

Subject: RE: Staff Secretariat Call

I called in late (sorry) but no need for a call. I'm fine working via email on pretty much anything.

Re. (1) – ok

Re. (2) – AOC tables I figured would get formatted in colour / orientation by the graphics contract. I have a new A6 chapter inserted into the PRP with some minor fig number changes and changed “basin-wide” throughout for consistency – think Mike is still looking at it (except the A6 which we still need to give him) so we can get the ok to send up to our Minister.

Re. (3) – I can send the reminder Mon which won't say much other than “this is a friendly reminder that your draft ppt's are due Aug 31” and maybe explain importance of sending in a draft by then / no slippage. I saw an initial take/outline of an A9 ppt and I told them it needed an overhaul to make it basically more public-friendly. So getting these by Aug 31 is definitely needed – Carla said there's no slippage on this one.

New item (4) Carla wants weekly Chris/Jamie—Carla calls from next week to the Forum. She wants to be able to address and make decisions on issues at these meetings as we're running out of time.

New item (5) Just a note that Tricia Mitchel who was part of our CDN GLEC Secretariat moved back to her old group. So it's just me and Carla atm. We're aiming to get a new person (or 2) hopefully by mid-Sept but not sure if one (or both) will help on Secretariat functions. Attached an updated Co-Leads & Support file.

From: Barnes, Edlynzia [<mailto:Barnes.Edlynzia@epa.gov>]

Sent: August 18, 2016 11:47 AM

To: Kumar, Ashij (EC)

Cc: Schardt, James

Subject: Staff Secretariat Call

Hey Ash,

Just called the conference line, but no one joined. My conversation was going to be very brief anyway. Just two updates:

1. We are still waiting for Wendy's OK for the Situation Analysis. I will talk with her today to see if she viewed the clean SA report that you sent last week. I will send you the GLEC email that I have drafted for the two reports. I couldn't think of anything else to add for the SA drafted for the email, so let me know what you think.
2. The PRP has been circulated to the US Annex Co-leads, along with our other federal agencies so I suspect we will get comments back by the 25. Someone has brought to my attention that the AOC tables are hard to read vertically and suggested making them horizontal.
3. We should probably send a reminder to the co-leads about the first draft of presentations for the Forum due August 31st sometime next week.

Anything else??

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